

**COMMISSIONERS MEETING
MINUTES**

04/21/21

The April 21, 2021, York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 2nd Fl. York, PA 17401.

1. CALL TO ORDER

President Commissioner Julie Wheeler called to order the April 21, 2021 meeting at 10:00 a.m.

Also Present: Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Administrator Mark Derr, Solicitor Michelle Pokrifka, Controller Greg Bower, Treasurer Barbara Bair, and Commissioners' Liaison Rebecca Laird.

A. Opening Ceremony/ Pledge of Allegiance

Veteran, Don Bradley.

B. Invocation

John Klinedinst, County Engineer.

2. CONSENT AGENDA

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve the Consent Agenda Items A through H as listed below:

- A. Minutes from the April 7, 2021 Board of Commissioners Meeting as submitted.
- B. Subsidized Adoption Assistance Agreement between the County of York, on behalf of York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 18 years; and a one-time payment for costs incidental to the adoption of each child not to exceed \$2,000.00:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
LB, York, Haven PA	CAG fka CAG	\$24.00
LB, York, Haven PA	GMG fka GMG	\$24.00
HR & LR, West Grove PA	TER fka TER	\$40.00
JT, New Salem PA	LCT fka BRS Jr.	\$40.00
JT, New Salem PA	MST fka KRS	\$40.00

- C. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and JA & KA, York, PA as Custodian of ALV, a minor child, authorizing custodianship subsidy payments at a rate of \$31.00 per day until the child reaches the age of 21 years.

- D. Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the County of Chester, 313 West Market Street, West Chester, PA 19380-0991 at the rates indicated, for the period of July 1, 2020 through June 30, 2021:

<u>Programs</u>	<u>Rates</u>
Detention	\$310.00 / Day
Shelter	\$205.00 / Day

- E. Data Use Agreement between the County of York on behalf of York County's Office of Children, Youth and Families and Community Progress Council. This agreement is to satisfy certain obligations of CYF under HIPAA to ensure the integrity and confidentiality of Protected Health Information exchanged in the form of a Limited Data Set. Data to be exchanged would be regarding referrals in the Hannah Penn area. There are no costs associated with this agreement.
- F. Service Provider Agreement and HIPAA Business Associate Agreement Addendum between County of York, on behalf of the York County Office of Children, Youth and Families and Avanco International, Inc., Fairfax, VA effective July 1, 2021, to provide software licensing and support services for the Child Accounting and Profile System (CAPS) with an annual fee of \$83,897.92
- G. Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Avanco International, Inc., 12685 Wiltonshire Drive Clifton VA 20124, for the continued development and implementation of CWIS in regard to its interface with the Child Accounting and Profile System (CAPS). The cost has been proportionally allocated across 55 counties based on the number of users in each county compared to the total number of CAPS users. The total cost of CWIS FY21-22 is a fixed price of \$350,000.00. The cost to York County CYF is a fixed price of \$18,881.80 for the period of July 1, 2021 through June 30, 2022.
- H. Consulting Services Addendum to Child Accounting and Profile System Application Service Provider Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Avanco International, Inc., Fairfax, VA, redefining a few terms in the original agreement with having following services with costs not to exceed \$50,000.00 and hourly rates as follows:

<u>Category</u>	<u>Rates</u>
Research Analyst	\$54.50/hour
Junior Programmer	\$65.40/hour
Junior Programmer Analyst	\$73.00/hour
Programmer Analyst	\$76.20/hour
Senior Programmer Analyst	\$78.70/hour
Developer	\$92.50/hour
Senior Developer	\$111.20/hour
Project Director	\$125.00/hour

3. PURCHASES

A. ESCO, Ephrata, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of the Prison, and ESCO, Ephrata, PA, for annual licensing of all security camera's which includes tech support and software updates, for a total cost of \$17,733.00.

B. Global Data Consultants LLC, Chambersburg, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of the Information and Technology Services Department, and Global Data Consultants LLC, Chambersburg, Pennsylvania, for 15 Microsoft Surface Book (Model 3) Laptops, with a three year warranty and accessories for a total cost of \$34,279.65.

C. Momentum ECM LLC, Mechanicsburg, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of the Information and Technology Services Department, and Momentum ECM LLC, Mechanicsburg, Pennsylvania, for document management software licensing maintenance from June 26, 2021 to June 25, 2022, for a total cost of \$100,088.00, under a PA COSTARS contract.

4. CONTRACT

A. Alexandra N. Nusbaum, Lancaster, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a contract agreement and HIPAA business associate agreement between the County of York, on behalf of the Area Agency on Aging Department, and Alexandra N. Nusbaum, Lancaster, Pennsylvania, to provide Dietitian Consultant Services for a total cost of \$6,000.00, for the period of April 21, 2021 to June 30, 2021.

5. GRANT

A. Firehouse Subs Public Safety Foundation, Jacksonville, Florida

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve the submission of a grant application, on behalf of the District Attorney's Office, to the Firehouse Subs Public Safety Foundation, Jacksonville, Florida, in the amount of \$24,861.00, for the purchase of 13 new tactical vests.

6. PROFESSIONAL SERVICES AGREEMENT

A. NuTec Design, York, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to amend a professional services agreement between the County of York, on behalf of the Facilities Management Department and NuTec Design, York, Pennsylvania, for the Schematic Design, Design Development, and creation of Construction Documents for the next phase of renovation at the PVR facility for a cost not to exceed \$130,700.00.

7. MASTER SERVICES AGREEMENT

A. Global Data Consultants LLC, Chambersburg, Pennsylvania

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve a master services agreement between the County of York, on behalf of the Information and Technology Services, and Global Data Consultants LLC, Chambersburg, Pennsylvania, for Information Technology consulting and support services.

8. WAIVER

A. PA DEP General Permit

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve a waiver of the 60-day Public Comment Period regarding transfer of the PA DEP General Permit from Jesse Baro, Inc., to Denali Water solutions, LLC.

9. APPOINTMENTS

A. Ag Land Preservation Board

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the appointment of April Cooper of Stewartstown, to the York County Agricultural Land Preservation Board, representing Citizens- at- Large, for a three-year term effective May 1, 2021 through April 30, 2024.

B. York County Industrial Development Authority

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the appointment of Alexandra Chiarutinni to the York County Industrial Development Authority effective April 21, 2021 through December 31, 2023

10. RECESS

Commissioner Wheeler recessed the meeting at 10:10 a.m. for the purpose of holding a public hearing on the adoption of Ordinance 2021-02 terminating the York County Hospital Authority. - Kevin Schreiber, President /CEO of the York County Economic Alliance explained that there is no need for the Authority anymore, all outstanding debt has been satisfied. Any new financing would be issued by the General Authority of SouthCentral Pennsylvania. The same board members serve on that board.

11. RECONVENE

Commissioner Wheeler reconvened the meeting at 10:12 a.m.

12. ORDINANCE

A. Ordinance 2021-02

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the adoption of Ordinance 2021-02 approving the certificate of termination submitted by the York County Hospital Authority and authorizing actions to effectuate the termination of the authority.

13. CHECK REGISTERS

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 14, 2021 totaling \$11,254,969.31.

Weekly Disbursement Totals for April 14, 2021

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 10,208,815.12
01	230014 ~ Records Improvement Escrow	\$ 813.54
01	230034 ~ ROD Automation Fees Escrow	\$ 9,312.60
01	230036 ~ ROW Automation Fees Escrow	
01	230037 ~ COC Automation Fees Escrow	
01	230039 ~ Proth Automation Fees Escrow	
01	Payroll	\$ 3,206.73
01	Ag Land Preservation	\$ 8,586.55
01	Escrow	\$ -
01	Marcellus Shale	\$ -
03	Unclaimed Money	\$ 60,296.91
04	Donations	\$ -
05	Controlled Substance	\$ 10,009.81
06	Human Services	\$ -
07	Children & Youth	\$ 199,937.29
08	911	\$ 17,288.97
08	911 Act 12	\$ -
09	YC Capital Reserve	\$ 1,752.10
10	Liquid Fuels	\$ 58,661.53
10	YC Local Use Fee	\$ -
10	Liquid Fuels Act 44	\$ 391.00
10	Marcellus Shale Bridge Maintenance	\$ -
11	Prison Telephone	\$ -
25	Aging	\$ 97,636.38
28	MH-IDD	\$ 403,176.47
32	YAHC Joinder Gov Capitation	\$ 46.68
32	YAHC Joinder Gov Reinvestment	\$ 26,332.28

35	Domestic Relations	\$	25,484.82
36	Earn-It	\$	-
40	Weatherization Liheap	\$	-
45	Block Grant	\$	76,269.61
46	Affordable Housing	\$	399.36
47	Revolving Fund	\$	95.25
50	Continuum of Care	\$	26,148.09
51	Weatherization Doe	\$	-
55	COVID 19	\$	-
71	Land Preservation Fund	\$	-
72	Tax Claim	\$	4,832.60
74	OPEB Trust	\$	-
75	Retirement	\$	22,838.41
80	Bonds	\$	-
90	Drug & Alcohol	\$	2,763.35
Total		\$	<u>11,254,969.31</u>

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 21, 2021 totaling \$13,761,241.67.

Weekly Disbursement Totals for April 21, 2021

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 5,238,765.93
01	230014 ~ Records Improvement Escrow	
01	230034 ~ ROD Automation Fees Escrow	
01	230036 ~ ROW Automation Fees Escrow	
01	230037 ~ COC Automation Fees Escrow	
01	230039 ~ Proth Automation Fees Escrow	
01	Payroll	\$ -
01	Ag Land Preservation	\$ -
01	Escrow	\$ -
01	Marcellus Shale	\$ -
03	Unclaimed Money	\$ 296.08
04	Donations	\$ -
05	Controlled Substance	\$ 9,724.12
06	Human Services	\$ 35,272.75
07	Children & Youth	\$ 815,226.80
08	911	\$ 8,576.04
08	911 Act 12	\$ -
09	YC Capital Reserve	\$ 18,700.00
10	Liquid Fuels	\$ 13,664.54
10	YC Local Use Fee	\$ -
10	Liquid Fuels Act 44	\$ -
10	Marcellus Shale Bridge Maintenance	\$ 3,700.27
11	Prison Telephone	\$ -
25	Aging	\$ 94,396.63
28	MH-IDD	\$ 1,931,475.27

32	YAHC Joinder Gov Capitation	\$	453.22
32	YAHC Joinder Gov Reinvestment	\$	32,517.86
35	Domestic Relations	\$	519.81
36	Earn-It	\$	-
40	Weatherization Liheap	\$	23,599.15
45	Block Grant	\$	57,809.08
46	Affordable Housing	\$	24,338.94
47	Revolving Fund	\$	95.25
50	Continuum of Care	\$	8.43
51	Weatherization Doe	\$	-
55	COVID 19	\$	-
71	Land Preservation Fund	\$	-
72	Tax Claim	\$	5,422,970.75
74	OPEB Trust	\$	-
75	Retirement	\$	29,130.75
80	Bonds	\$	-
90	Drug & Alcohol	\$	-
Total		\$	13,761,241.67

14. EXECUTIVE SESSIONS

Commissioner Wheeler reported that there was an executive session regarding personnel matters at 911.

15. OTHER BUSINESS

A) Susquehanna Area Regional Airport Authority (SARAA), Executive Director Tim Edwards gave the Commissioners an update on SARAA for 2020.

B) Kevin Schreiber, President & CEO of York County Economic Alliance gave an update to the Commissioners' regarding the grant applications they received for the CHIRP Program. Kevin presented to the commissioners the need is great. 225 applied for the grant and are eligible. Kevin recommended to fund all 225 applicants with 75% of their grant award now, which would fully exhaust the CHIRP funds allocated by the Commissioner's (\$4.9M). Upon the County's receipt of RESCUE funds, award the remaining 25% of the grant to the applicants, approximately \$1.6M, making it an average grant amount of \$29,100.00.

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to authorize award of all eligible CHIRP applicants in two installments, 75% now, which will fully exhaust all CHIRP funding, and the additional 25% upon receipt of the federal RESCUE funds, encumbering approximately \$1.6 million in future RESCUE funds.

Update – Commissioner Wheeler reminded everyone that May 18th is primary Election Day so please return your mail in ballot request if you want to vote by mail.

16. PERIOD OF PUBLIC COMMENT

No comments were received.

17. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Smith, and unanimously carried to adjourn the meeting at 10:49 a.m.

Respectfully submitted,

Mark E. Derr
Administrator/Chief Clerk